

CITY OF SIGOURNEY, IOWA

MINUTES OF REGULAR CITY COUNCIL MEETING OF WEDNESDAY, JULY 1, 2020

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, July 1, 2020 with Mayor Glandon presiding and the following Council members answering roll call: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Others present were: Dru and Misty Glandon; Matt Walker, French-Reneker-Associates; Don Northup, Director of Public Works I; Brent Gilliland, Director of Public Works II; Richard Fortney, Police Officer; and Angie Alderson, City Clerk.

The meeting was called to order at 6:00 p.m. Council member McLaughlin moved, seconded by Council member Morlan, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Bender, to approve the following items on the consent agenda: Minutes of regular Council meeting of June 17, 2020; Council accounts payable claims in the amount of \$29,011.56; Liquor License Application for Brothers Market 8 LLC (DBA: Brother's Market) at 118 South Main Street, Sigourney, Iowa for Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License (LE) and Sunday Sales; Liquor License Application for Brothers Market 8 LLC (DBA: Brother's Market Wine and Spirits) at 110 South Main Street, Sigourney, Iowa for Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License (LE), and Sunday Sales; and the credit card report. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Additional City Business: Dru and Misty Glandon stated they had received a letter delivered to clean up their yard. Three days later COVID 19 closed the landfill. Since the landfill opened to the public, they have taken ten loads out. Trash and anything hazardous were removed from the yard. Dru stated that everything left in the yard was for their kids or his job. He does construction and other jobs for people. Dru stated that things did get away from him. Council member Schröder stated that progress has been made but feels that it still looks cluttered. Dru stated that they are an active family of five with a wide age range. Council member Schröder stated he has not made a list, but he felt there were other things that could be done. Council member Morlan stated that he has looked, and he feels that the property looks to be better organized. He was concerned about all the vehicles blocking the neighbor's driveway and/or the sidewalk. Dru and Misty stated that has been addressed and will not happen again. The process was discussed and the procedures for nuisance abatements were outlined. Council members stated they can see improvement. Council member Schroeder asked if there was any enclosed space such as a garage where some things could be placed. Dru stated that his flea market items he sells were in the garage. Dru stated he plans to have a huge yard sale and then he should have more space. Dru reuses materials from one job for another job to help keep expenses down for his customers. These materials have been organized and are covered with tarp. Council member Schultz asked what the future plan was. Dru answered that he planned to keep things cleaned up. He is hoping to downsize on the flea market items and then utilize the garage space better. Dru stated that it is his intention to keep it cleaned up. He stated the neighbor was happy with the cleanup and that people stop and ask to take pictures of the creative portions of his yard. Dru invited Council members to come to his property and look around. Council member Morlan moved, seconded by Council member Schröder, to table the decision regarding the 610 South Main Street property. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member McLaughlin, to approve the Windstream Iowa Communications, LLC Application and Agreement for Use of Highway Right-of-Way for Utilities Accommodation with the Iowa Department of Transportation (Highway 149). Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Morlan, to approve the Windstream Iowa Communications, LLC Application and Agreement for Use of Highway Right-of-Way for Utilities Accommodation with the Iowa Department of Transportation (Highway 92). Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member McLaughlin, to approve the Mahaska Communication Group Application and Agreement for Use of Highway Right-of-Way for Utilities Accommodation with the Iowa Department of Transportation (Highway 149 – 223 North Main Street). Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member Bender moved, seconded by Council member Morlan, to approve the Mahaska Communication Group Application and Agreement for Use of Highway Right-of-Way for Utilities Accommodation with the Iowa Department of Transportation (Highway 149 – 110 North Main Street, 122 South Main Street and 300 South Main Street). Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon explained Mahaska Communication Group will be here for a year or better and will have several of the Application and Agreement for Use of Highway Right-of-Way for Utilities Accommodation to be approved. We can do these at the Council meeting or have the Director of Public Works approve and then the Mayor can sign. Council member Schröder moved, seconded by Council member Morlan, to allow the Mayor to sign all the Iowa Department of Transportation Applications and Agreements for Highway Right-of-Way for Utilities Accommodation for Mahaska Communication Group's current project upon approval of the Director of Public Works I. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon discussed the proposed façade improvements grant the City is currently working on. Past discussions stated the grant would pay for 50% of the projects, the City would pay 25% and the property owner would pay 25%. It has been suggested that the grant pay for 55% of the projects, the City pay 25% and the property owner pay 20%. There is a contract that each property owner would have to sign committing to the project and put 10% of their share down. Council member Schultz moved, seconded by Council member Conrad, to approve the first contract for applicants for application of a Community Development Block Grant (CDBG) from the Iowa Economic Development Authority (IEDA) for Proposed Façade Improvements and Cost Estimates. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon stated a public hearing needs to be held before the façade improvements grant can be submitted. City Clerk Alderson stated this will give the Council the opportunity to review the application. Council member McLaughlin moved, seconded by Council member Conrad, to set a date and time of Wednesday, July 15, 2020 at 6:00 p.m. for a Public Hearing regarding the Application to the Community Development Block Grant (CDBG) Downtown Revitalization Fund (DTR) through the Iowa Economic Development Authority (IEDA). Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon stated that the City now owns the 121 East Marion property and it will need to be cleaned up. There is a grant through the Iowa Department of Natural Resources for derelict buildings. City Clerk Alderson stated this grant application is not due until February 2021 but would like to start working on the application now. Council member Bender moved, seconded by Council member Schultz, to proceed with the Iowa Department of Natural Resources Derelict Building Grant Program. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

City Clerk Alderson explained the 121 East Marion Street property must be removed from the Historic Register before the Iowa Department of Natural Resources grant can be applied for. This has been investigated and a letter stating the building is no longer a contributing property to the history registry should suffice. Council member McLaughlin moved, seconded by Council member Bender, to approve a request to remove the 121 East Marion Street property from the Historic Register of Historic Places / State of Iowa Historical listings. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon stated the Sigourney signs at three of the entrances into the City have black stuff on them and the Sigourney Kiwanis would like to clean these. Mayor Glandon stated that he would like to have the Public Works Department and himself look at the cleaner that is going to be used because of the soft limestone. Council

member Schröder brought some information on the cleaner and instructions on how to use this cleaner. Council member Conrad asked if the material could be sealed to protect the signs once they are cleaned and Mayor Glandon stated they could not. Council member Morlan moved, seconded by Council member McLaughlin, to approve the Sigourney Kiwanis to clean the three (3) Sigourney signs with the chemicals to be approved by the Director of Public Works I. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Schultz, to approve the Iowa Economic Development Authority Iowa Downtown Resource Center Community Catalyst and Remediation Grant Program Contract and authorize the Mayor to sign. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon stated Dustin MacDonald is the new director for Sigourney Area Development Corporation (SADC).

Park and Recreation: Council member McLaughlin moved, seconded by Council member Morlan, to leave the playground equipment open. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Morlan, to open the park shelters with the understanding the people using the shelter will be responsible for their own cleaning with the appropriate signage. Upon the roll being called, the following voted Ayes: McLaughlin, Morlan, Bender and Conrad. Nays: Schultz and Schröder. Motion approved.

Council member McLaughlin moved, seconded by Council member Conrad, to leave the ball fields open. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Schröder, to leave the restroom at Legion Park closed. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Morlan, to leave the pool closed. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member McLaughlin stated the flag football program playing time is closer to the second wave of the Coronavirus and that is concerning. The Council does not want to have to return fees and have shirts ordered, etc. The 5th and 6th grade tackle teams are currently planning to play. Council member Morlan moved, seconded by Council member McLaughlin to keep the flag football program closed. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder and Bender. Nays: Conrad. Motion approved.

Mayor Glandon stated that with not having a flag football program this fall a lot of the responsibilities for the director go away, but Alan Sellers has been doing the mowing. Mayor Glandon asked the Council if they wanted to offer a reduced contract or to have the City staff take over the maintenance of the playing fields. This takes about two to three hours per mowing to maintain the fields. Mr. Sellers is very particular about the how the fields are maintained. Council member Schultz stated he would like to know what Alan Sellers would charge to maintain the fields. Council member Conrad stated that he would like to set a price as he would like to keep Mr. Sellers as the director. The discussion for the contract with the Alan Sellers for Flag Football Director will be put on the July 15th agenda.

Street and Sanitation: Mayor Glandon reviewed the additions to City Code 3-3-28 Stopping, Standing or Parking Prohibited in Specified Places. There has been issues with semi-tractor trailers parking on the city streets. Director of Public Works I Northup stated one of the additions is the crosswalk on the east side of the Elementary School and the addition of South Street is due to it being so narrow it is hard to plow the streets to even pass through if there are vehicles on the street. Council member Schröder moved, seconded by Council member Conrad, to approve the First Reading of the City Code of Ordinances – Title III – Community Protection – Chapter

3 – Traffic Code – 3-3-28 Stopping, Standing or Parking Prohibited in Specified Places. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Schröder, Bender and Conrad. Nays: McLaughlin. Motion approved.

Director of Public Works I Northup stated a crosswalk is being added on the east side of the Elementary School where the stairs are at. This crosswalk needs to be added to the ordinance. There are several crosswalks being removed as they are not maintained. Council member Schröder moved, seconded by Council member Schultz, to approve the First Reading of the City Code of Ordinances – Title III – Community Protection – Chapter 3 – Traffic Code – 3-3-8 Chief of Police / Law Enforcement Officer to Designate Crosswalks, Establish and Mark Traffic Lanes. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

A Street and Sanitation Committee meeting was set for Wednesday, July 8, 2020 at 4:00 p.m.

Water and Wastewater: Matt Walker, French-Reneker-Associates, stated that Alliant Energy will give the City a rebate for new construction for energy efficient items. The drawings and specifications for the wastewater treatment plant were sent to the Alliant Energy's engineers and they went through these plans and compared what is being proposed to the Iowa Code. The ways that energy will be saved at the new plant compared to what is currently used and what the average is, Alliant Energy calculates a rebate as they do not have to build their grid larger to serve the future electrical needs for this project. Once the project is completed, Alliant Energy will do an inspection and compare the design versus what is installed. Council member Schultz moved, seconded by Council member Conrad, to approve the Alliant Energy Commercial New Construction Rebate Proposal for CNC: New Wastewater Treatment Plant. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon explained the property at 118 West Elm Street has utility charges for a total of seven-units. Mayor Glandon is asking for one sewer charge to be billed until all the units are finished. Council member Schultz moved, seconded by Council member Morlan, to approve charging one (1) sewer account for 118 West Elm Street until individual units are finished. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Matt Walker, French-Reneker-Associates, stated the Pre-Construction meeting with KLC was held last week for the upcoming water project which is approximately 5,100 feet of main on Highway 149 and from the tower out to the corner. The Engineering Services Agreement is for engineering during construction. It is an hourly contract anticipated at five months of full-time construction which is about 100 days. This is estimated at one person at the water project full time. This money may not all be spent. Council member Conrad moved, seconded by Council member Morlan, to approve the Engineering Services Agreement with French-Reneker-Associates for the Sigourney Water Main Improvements EDC/CO Project. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

City Clerk Alderson stated there is roughly \$5,000.00 in unpaid June utility bills. This is approximately 20 to 25 accounts. Six of these accounts have called and made arrangements to pay next week. The shut offs would not start until the end of July. The original plan had been to offer a payment plan for those accounts that are behind in payments. Council member Morlan moved, seconded by Council member McLaughlin, to allow shut offs for unpaid utility bills. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Public Safety: Mayor Glandon stated that applications have been taken for the police chief position and the Human Resources Committee and Chairperson for the Public Safety Committee have met. Council member Schröder stated it has become progressively more difficult to staff and sustain a police department. Sooner or later we are going to have to bite the bullet and make some type or arrangement with the County Sheriff. There have been some discussions with the Sheriff's Department that seem promising. The Sheriff's Department seems ready and willing to provide a certain level of service. It is not the level of service we are accustomed to with a fully staffed department. We do not have a fully staffed police department and we have a very hard time acquiring and retaining a fully staffed police department. It is Council member Schröder's point of view this would be an appropriate time to pursue further negotiations with the Sheriff's Department regarding coverage from them and that we do not pursue filling the Chief of Police position. There is an array of options that might be available whether the primary provider is the existing police department, which is Officer Fortney. Officer Fortney could

continue working as a Sigourney Police Officer. Mayor Glandon stated that we must keep everything working the best we can until the final decision is made. Council member Schröder does not feel it is productive to pursue filling the police chief position and he suggests that the process is terminated, and we work with what we have and pursue negotiations with the Sheriff's Department. Council member Schröder does not foresee for the long term filling the police chief position productive. There were eight to ten applications submitted. Council member Schultz stated the applications were from different states and lots of details with each application. Mayor Glandon stated we are currently down two officers. Council member McLaughlin asked if the Sheriff's Department was open to discussion. Council member Schröder responded his impression is they have been receptive and engaged in productive discussions. There have been no commitments made. This could provide a long-term multi-year arrangement for a fraction of what the current public safety budget is. Council member Schultz stated that in preliminary discussions the Sheriff's Department would have a desire to expand their department. The City of Sigourney is not the only community within the boundaries of Keokuk County they are in discussions with. Council member Schröder stated he hopes if this is a productive negotiation that results in an arrangement then if the service increases because the Sheriff's Department can hire more officers the funding increases which provides the Sheriff's office with financial motivation to increase the service to more approximate what we are accustomed to. Council member Conrad stated the conversations have only been with the Sheriff's Office not the Keokuk County Supervisors. Council member Conrad moved, seconded by Council member Schultz, to suspend the current process of hiring the Police Chief and to notify all the applicants that the process is currently suspended. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon stated the hiring of a reserve police officer would be an extension to the current officer working not a new hire. Council member Schultz moved, seconded by Council member Bender, to approve extending the reserve police officer position on a temporary basis through September 2020. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Council member Schröder moved, seconded by Council member Conrad, to authorize the existing extended reserve police officer to carry weapons, striking instruments, chemical agents and taser after completion of training and any required Iowa Law Enforcement Academy approval. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

Finance: Council member Conrad moved, seconded by Council member Schultz, to approve the following Community Betterment Projects: \$9,000.00 to do masonry work and replace sidewalk on the south side of City Hall. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Schröder, Bender and Conrad. Nays: None. Motion approved.

City Clerk: The July 15, 2020 Council meeting will be held at 6:00 p.m. at City Hall.

Public Input: Council member McLaughlin asked when the City offices were going to be opened. Mayor Glandon stated he is waiting for the glass shield in the front window. Mayor Glandon stated there are cities that are opening and shutting down again.

Council member Schultz asked about the vehicles in the City parking lot that have issues and invalid plates that have been there for a long time.

The meeting was adjourned by acclamation at 7:28 p.m.

Douglas L. Glandon, Mayor

ATTEST: _____
Angela K. Alderson, City Clerk